

**SPECIAL MEETING**  
**CITY OF MONROE**  
**PLANNING COMMISSION MINUTES**  
**October 21, 2013**

 APPROVED

The meeting of the Monroe Planning Commission was scheduled for October 21, 2013 at 7:00 p.m., in the City Hall Council Chambers at 806 West Main Street, Monroe, WA 98272.

**CALL TO ORDER**

**Commissioner Kristiansen** called the meeting to order at 7:00 p.m.

**ROLL CALL**

**Secretary Kim Shaw** called the roll. The following were:

**Present:** Commissioners Bill Kristiansen, Dave Demarest, Dian Duerksen, Steve Jensen, Wayne Rodland, Jeff Sherwood, Bridgette Tuttle

**Staff Present:** Planning and Permitting Manager Paul Popelka and Secretary Kim Shaw.

**CITIZEN COMMENT**

None

**APPROVAL OF MINUTES**

None

**WORKSHOP**

***A. CPA2011-01–East Monroe Economic Development Group/RZ2012-01 Monroe Economic Development Group***

Continued from 2012, this Comprehensive Plan Amendment and Rezone proposes to change the designation for approximately 43 acres of land located at the eastern end of the city limits north of US-2 from Limited Open Space to General Commercial.

**Manager Popelka** summarized previous workshops and noted that a public hearing is scheduled for November 11, 2013. An appeal was submitted October 18, 2013 on the Final Environmental Impact Statement. A pre-hearing conference has been requested by the appellant and will be held at a date scheduled by the Hearing Examiner.

Following Commission discussion, **Manager Popelka** will research how docketing criteria was met for this amendment. He also noted that the staff report on review criteria for action on this amendment would not be available prior to the public hearing.

***B. CPA2013-D School Mitigation Fees / ZCA2012-09 School Mitigation Fees***

The City of Monroe is proposing to adopt Monroe and Snohomish School District Capital Facilities Plans for 2012-2017, remove regulatory language for school impact fees in the 2005-2025 Monroe Comprehensive Plan, and amend Monroe Municipal Code Chapter 20.07 (School Impact Fee Mitigation Program).

**Manager Popelka** summarized the amendment and the issue of changing the school mitigation fee discount from 25% to 50%.

Commission discussion is summarized below:

- Rearrange the discount rate statement, Impact Fee Schedule and exemption clauses to clarify the code requirements.
- Question on uses that are eligible for exemptions. **Ralph Yingling**, Monroe School District Director of Facilities responded, and discussion continued on exempting senior housing. **Manager Popelka** noted that the definition for senior housing will be added.
- Definition of low income housing and requirements for existing house demolition and vacant land.
- Past action on these amendments include a Commission recommendation of approval (6/1) to Council in October 2012. Council took no action on the amendments at that time.

**CITIZEN COMMENTS**

**Ralph Yingling**

23719 150<sup>th</sup> St SE, Monroe WA

**Mr. Yingling**, Monroe School District Director of Facilities, responded to questions there were asked at the previous Commission meeting. He noted that the 25% discount rate was set by the City Council, resulting in savings to taxpayers. He discussed the cost of accommodating new students and outlined estimated costs for 220 new students at \$750,000. He also indicated that the 25% discount would cover that cost; the 50% discount would meet only 2/3 of the cost.

**Nancy Truitt-Pierce**

12003 Woods Creek Rd, Monroe WA

**Ms. Truitt-Pierce** entered into the record a copy of her comments. She commented on the value of growth, schools as an engine for residential growth, and working with the City (schools and the city benefit each other). She discussed the school tax base model, facilities and capacity, and mitigation fees.

Commission discussion is summarized below:

- Status of capacity and need for new schools.
- Other potential impact fee reductions and reducing the County discount rate.
- Consider this fee discount separately from the amendment to be included in review of all impact fees.

***C. CPA2013-A – Comprehensive Plan Text Amendments - Land Use, Housing and Economic Development***

The City of Monroe is proposing Comprehensive Plan Text Amendments for several plan sections. This amendment includes the Land Use, Housing and Economic Development Elements that are being revised in preparation for the 2015 Comprehensive Plan Update.

**Manager Popelka** summarized revisions in the Land Use Element since the last Commission meeting. The Commission discussed several revisions to the text and tables.

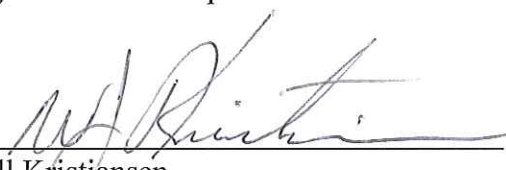
**Commissioner Demarest** moved to extend the meeting past 9:00. Motion seconded by **Commissioner Rodland**. Motion carried 6/1 with **Commissioner Jensen** opposed.

The Commission continued discussion on revisions to the text and data in the Housing Element. The Economic Development Element has not been updated since the last meeting, and will be reviewed at the next meeting.

**DISCUSSION BY COMMISSIONERS AND STAFF**

**ADJOURNMENT**

**Commissioner Jensen** moved to adjourn the October 21, 2013 Planning Commission meeting. Motion seconded by **Commissioner Duerksen**. Motion carried 7/0 and the meeting was adjourned at 10:28p.m.

  
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Bill Kristjansen  
Chairman  
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Kim Shaw  
Planning Commission Secretary